United Nations ST/SGB/2005/18

Secretariat

7 September 2005

Secretary-General's bulletin

Oversight Committee

The Secretary-General, for the purpose of increasing the effectiveness of the oversight function and taking into account the request made by the General Assembly in its resolution 59/272 to establish a high-level follow-up mechanism to ensure proper implementation of all oversight recommendations, has decided to establish an Oversight Committee. He promulgates the following:

Section 1
Functions of the Oversight Committee

Role and scope

1.1 The Oversight Committee shall provide independent advice to the Secretary-General on all Secretariat activities relating to internal and external oversight and investigations, including internal controls and monitoring of corrective actions recommended by internal and external auditors.

1.2 The Oversight Committee shall advise the Secretary-General on the response of management to the recommendations made by oversight bodies and on the manner in which the implementation of those recommendations can have the greatest impact. The Oversight Committee shall act in pursuance of the following objectives:

(a) To ensure systematic implementation of recommendations that have been approved by the General Assembly or accepted by the Secretariat;

(b) To share audit-related information and lessons learned within the Secretariat where appropriate;

(c) To ensure that significant risks to the Organization are identified and mitigating measures taken.

Responsibilities

1.3 The Oversight Committee has the following responsibilities:

(a) To ensure that appropriate and timely action is taken by the relevant managers to rectify areas of concern identified by oversight bodies and to effectively manage risks within the Organization;

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(b) To alert the Secretary-General on systemic organizational issues that may arise from audit, investigation or evaluation reports and make recommendations as appropriate;

(c) To provide advice and suggestions on the priorities, long-term strategy and annual audit workplans of oversight bodies and request that any significant risks identified be included in such workplans;

(d) To prepare the response of the Secretary-General to reports of oversight bodies submitted to the General Assembly, taking into account the input provided by the departments or offices concerned;

(e) To render advice on audit-related matters to the Secretary-General and department heads as it deems appropriate;

(f) To encourage and facilitate, if necessary, collaboration and cooperation among the various oversight bodies.

Meetings

1.4 The Oversight Committee shall meet at the request of the Chairperson or any member as required, but not less than once every calendar quarter.

Reporting

1.5 The Oversight Committee shall submit to the Secretary-General an annual report on its work for the previous year during the first quarter of each calendar year. The Committee shall also transmit to the Secretary-General and to the Chairperson of the Management Performance Board a copy of the minutes of its meetings.

1.6 The Oversight Committee shall contribute to the preparation of the annual report of the Secretary-General to the General Assembly on the review of the efficiency of the administrative and financial functioning of the United Nations, explaining the measures taken to strengthen accountability in the Secretariat and the results achieved.

Section 2
Composition

2.1 The Secretary-General shall appoint a Chairperson and three additional members to the Oversight Committee. The Chairperson and two of the members shall be senior Secretariat officials at a rank no lower than Assistant Secretary-General. One member shall be external to the Secretariat. The Under-Secretary-General for Management shall be a member of the Committee in an ex officio capacity.

2.2 Each member shall serve for a period of two years, renewable once, with the renewal period phased so as to provide continuity in the process.

2.3 Members shall act in an independent, non-executive capacity while performing their advisory role on the Committee.

2.4 The Chairperson and the members appointed from the Secretariat may not participate in deliberations relating to matters affecting their own department or office.

Section 3
Secretariat support

The Oversight Committee shall be supported by a secretariat.

Section 4
Final provision

4.1 The present bulletin shall enter into force on 15 September 2005.

(*Signed*) Kofi A. **Annan**
Secretary-General